



DEPARTMENT OF PUBLIC WORKS • ENGINEERING DIVISION
3900 MAIN STREET • RIVERSIDE, CALIFORNIA • 92522-0311
PHONE: 951-826-5341 FAX 951-826-5542



CONSTRUCTION PERMITS / STREET OPENING PERMITS

ALL APPLICANTS MUST BE STATE LICENSED CONTRACTORS WITH THE CLASS LICENSE APPLICABLE TO THE WORK HE IS GOING TO PERFORM.

All applicants must supply the following:

1. COPY OF STATE LICENSE OR POCKET CARD
2. CURRENT CITY BUSINESS TAX MUST BE PAID (951-826-5465)
3. UNDERGROUND SERVICE ALERT (1-800-227-2600)
4. CAL-OSHA EXCAVATION PERMIT (5' or greater)
242 E. Airport Drive, Suite 103
San Bernardino, CA 92408
Phone: 909-383-4321
5. AUTHORIZATION TO SIGN (ATTACHED)
6. CERTIFICATE OF INSURANCE

All certificates of insurance must show the following:

GENERAL LIABILITY –	<u>each occurrence</u>	<u>each person</u>
Bodily Injury	\$ 1,000,000	\$ 500,000
Property Damage	\$ 500,000	

- OR COMBINED SINGLE LIMITS OF ONE MILLION –

General Liability must cover: Comprehensive form
Premises – Operations
Underground Hazards
Products / Complete Operations
Contractual Insurance
Independent Contractors

WORKERS' COMPENSATION – Specific Amount (Main emphasis – Expiration date)

AUTO INSURANCE –	<u>each occurrence</u>	<u>each person</u>
Bodily Injury	\$ 1,000,000	\$ 500,000
Property Damage	\$ 500,000	

- OR COMBINED SINGLE LIMITS OF ONE MILLION –

Auto Insurance must cover: Comprehensive form
Owned
Non-owned

THE CITY OF RIVERSIDE MUST BE SHOWN AS THE CERTIFICATE HOLDER.

ALL INSURANCE MUST INCLUDE A SEPARATE ENDORSEMENT NAMING THE CITY OF RIVESIDE AS AN ADDITIONAL INSURED – **AND** – CANCELLATION NOTICE OF 30 DAYS.

Date:
Company Name:
Address:

City of Riverside
Public Works Department, Engineering Division
3900 Main Street
Riverside, CA 92522

Gentlemen:

Only those persons listed below are duly authorized by this company to act as our agents to obtain permits from the City of Riverside, Public Works Department, Engineering Division. It is our understanding that only these designated persons may obtain permits in this firm's name and that this authorization will continue until the Public Works Department is notified in writing of any change.

1. _____
(TYPED OR PRINTED NAME)

(SIGNATURE)

3. _____
(TYPED OR PRINTED NAME)

(SIGNATURE)

2. _____
(TYPED OR PRINTED NAME)

(SIGNATURE)

4. _____
(TYPED OR PRINTED NAME)

(SIGNATURE)

Very truly yours,

COMPANY NAME

TYPED NAME AND TITLE

SIGNATURE